

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, December 21, 2004**

The Brookings County Board of County Commissioners met in regular session on Tuesday, December 21, 2004, with the following members present: Deanna Santema, Dennis Falken, Donald Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Robert Hill, Ted Eggebraaten, Todd Struwe, Mel Kloster, Martin Stanwick, Barbara Telkamp, Jay Bender, Tim Reed, Arnold Brown, Bob Miller, Jill Fier, and Brian Eclov.

## **CALL TO ORDER**

Chairperson Santema called the meeting to order.

## **CONSENT AGENDA**

Chairperson Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the December 21, 2004 Commission Meeting, and the minutes from the December 14, 2004 Commission Meeting. Welfare Matters: Case # 04-148 for medication was approved.

## **ROUTINE BUSINESS**

Highway Superintendent, Ted Eggebraaten met with the board to discuss the damage to the 200<sup>th</sup> Street Bridge and the Bridges on the Interstate, a request for a light on the corner of County Road 46 and Highway 77, and concerns with the Mammoth Dig in Right of Way of County Road 7. Eggebraaten distributed a Bridge Report.

Zoning and Drainage Director, Robert Hill met with the board to discuss Zoning Matters on the "S" Curves and at Lake Poinsett, and Personnel matters.

Emergency Management Director, Todd Struwe met with the board to discuss the Year End Grant Report and the 200<sup>th</sup> Street Bridge Incident.

Extension Educator, Mel Kloster met with the board to discuss the Winter Calf Show and other Education Programs.

Sheriff, Martin Stanwick met with the board to give an update on the RSVP Program.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report.

Be it noted, Register of Deeds statement of fees was filed in the County Auditor's Office collected for the month of November 2004 in the amount of \$17,537.00.

Be it noted, the Auditor's Account with the Treasurer for the month of November 2004 is as follows:

November 2004	
Total amount of deposits in banks.....	\$10,699,042.83
Total amount of actual cash: Currency.....	10,019.00
Coins.....	85.25
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days.....	75,897.53
Itemized list of all items, checks, and drafts in Treasurer's possession over 3 days...	0
Insufficient checks.....	154.05
T O T A L .....	<u>\$10,785,198.66</u>

### **REGULAR BUSINESS**

Ad Hoc Committee Member, Jay Bender met with the board to present the Economic Development and Promotional Model.

Motion by Negstad, seconded by Larson, to re-appoint Joannie Holm as the Brookings County Coroner, the term is for four years. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Commission Assistant/Human Resource Director, Stephanie Vogel met with the board to discuss Personnel Matters, the Legal Office Administrator job description, the GIS position, the Zoning meeting in Codington County, NACo Prescription Discount Drug Card Program and Participating Pharmacies, and the Volunteer Board Appointments. Be it noted, the board approved the Personnel Action Notice for: Susan VanderWal, Annual Performance Review (prorated from November 2004.)

Motion by Falken, seconded by Negstad, to approve and authorize Chairperson Santema to sign the Legal Office Administrator job description at Grade N-7, Non-Exempt. Role Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye." Larson "Nye," Santema "Aye," Motion passes.

### **COMMISSIONER'S OPEN DISCUSSION**

Commissioner Klavetter reported on the Computer Training and the Zoning meeting in Codington County.

Commissioner Falken reported on the Computer training and the Weed Board meeting.

Commissioner Negstad reported on the Computer Training, the Domestic Abuse Shelter meeting, and the BATA meeting.

Commissioner Larson reported on the Computer Training.

Commissioner Santema reported on the Computer Training, the Zoning meeting in Codington County, and the East Central Mental Health Advisory Board meeting.

## **EXECUTIVE SESSION**

Motion by Klavetter, seconded by Larson, to go into executive session at 9:53am. Roll Call Vote: Larson "Aye," Falken "Aye," Klavetter "Aye," Negstad "Aye," Santema "Aye." Motion passes. Chairperson Santema declared executive session over at 11:50am. Reason - Economic Development and Personnel Matters. No action at this time.

## **ADJOURNMENT**

Chairperson Santema declared the meeting adjourned until 8:30am Tuesday, December 28, 2004.

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Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office